

*PETITION*

*FOR THE ESTABLISHMENT OF THE*

*ALAMO FEDERAL EXECUTIVE BOARD*

*SAN ANTONIO, TEXAS*

May 4, 1989

SUBJECT: Establishment of the Alamo Federal Executive Board in San Antonio, Texas

FROM: Colonel Angelo de Guttadauro, Senior Army Reserve Adviser, Headquarters,  
Fifth U.S. Army, Fort Sam Houston, Texas 78234

THRU: Mr. William L. Czervinske, President, Greater San Antonio Federal Executive  
Association, 9434 Airport Boulevard, Room 15, San Antonio, Texas 78216

THRU: Mr. Edward Vela, Jr., Regional Director, Dallas Region, Office of Personnel  
Management, 1100 Commerce Street, Dallas, Texas 75242

TO: Mrs. Constance Horner, Director, Office of Personnel Management,  
1900 "E" Street, N.W., Washington, D.C. 20415

Dear Mrs. Horner:

Since 1966, the Greater San Antonio Federal Executive Association (GSAFEA) has served as the singular organization in the local community dedicated to the recognition and support of federal employees and to the sharing of resources. The Constitution and Bylaws through which GSAFEA is governed are attached at Tab A. Through the years, the activities of GSAFEA have expanded to the point where it is now most appropriate to petition for the establishment of Federal Executive Board (FEB) status.

Following a meeting with Ms. Paula Bridgham in December 1988, contact was established with Mr. Edward Vela, Jr. Based on the information obtained from Ms. Bridgham and Mr. Vela, this initiative was examined in detail by GSAFEA's Policy Board. A decision was then reached that a proposal for FEB establishment would be presented to the general membership on March 16, 1989 (Tab B). At this meeting, the benefits that would accrue through the formation of an FEB were thoroughly discussed, as were the increased responsibilities and the obligation to respond to guidance to be received from the Office of Personnel Management (OPM). Members who had been associated in the past with FEBs throughout the United States recounted their professional experiences. Following a question and answer period, the general membership voted unanimously to petition for the establishment of the Alamo Federal Executive Board.

Currently, four main programs serve as the core of GSAFEA's activities. The first three programs, Training and General Programs, Equal Employment Opportunity, and Employee Recognition, make it possible to accomplish the fourth - the Community Scholarship Fund.

Training and General Programs: GSAFEA each year sponsors three or four management/leadership workshops. Through coordination and cooperation with the larger agencies such as the Army and the Air Force, outstanding speakers and trainers have been scheduled at a cost affordable to all agencies. As an example, the Army will arrange for a functional expert to address its managers and absorb the attendant travel and per diem expenses. The speaker will then extend his schedule by half a day and present an additional session to GSAFEA's general membership. In this manner, all federal managers have the opportunity to receive the highest quality training at a fraction of the original cost. Some of the best received topics have been "Wellness and Fitness Issues for Managers," "Organizational Development and Utilization of Human Resources," "Motivation and Communication," and "Team Building in Your Organization."

General membership meetings are held on a bimonthly basis to conduct business and to focus on various topics of current interest to federal employees. Even though information may be provided directly to employees by their individual agencies, GSAFEA meetings serve as an open forum for the discussion and clarification of programs and issues affecting all employees, from their daily working environment to the laws regarding pay and benefits. Subjects presented in the past have included the Tax Reform Bill, the Federal Employees Retirement System, Performance Evaluations, and Computer Security (Tab C).

In addition, different agencies have presented a variety of programs. In recognition of Women's Week, the Department of Veterans Affairs sponsored a meeting entitled "Women Veterans - Coming Home" which was given by several women veterans who had been prisoners of war during World War II; the Equal Employment Opportunity Commission presented "EEO and Affirmative Action for Executives," a free half-day training session; the General Services Administration presented facts on the hazards of asbestos; and the Federal Aviation Administration sponsored a lecture and a tour of its facilities. GSAFEA also played an integral part in providing essential information to a study which resulted in the University of Texas at San Antonio adopting an engineering degree programs.

Programs and training sessions sponsored by GSAFEA are, for some of the smaller agencies, their only means of receiving information and staying current with changing regulations. This form of interagency cooperation and sharing is an excellent use of scarce training dollars and a positive means for assuring that everyone has the opportunity to be exposed to new legislation. It also supports OPM in its charter to disseminate information to federal employees.

Equal Employment Opportunity: The citizens of San Antonio are proud of this city's multifaceted cultural background and the heritage of its large Hispanic community which constitutes the majority of the population. As a major objective, GSAFEA has continuously supported EEO goals through both federal and local involvement. To emphasize its commitment to the need for an active EEO program, GSAFEA has established an associate member on the Policy Board. The associate member provides a direct link to the Greater San Antonio Equal Employment Opportunity Council (GSAEEOC). The Council consists of representatives from each of the three major minority emphasis programs - the Black Employment Program Council, the Federal Women's Program Council, and the Hispanic Employment Program Council.

The associate member, established over six years ago, keeps the Policy Board apprised of EEO programs, plans, and potential problems. The GSAFEA president and board members have been active participants in workshops and panel discussions, individual Council emphasis programs, and generally worked with the Councils to ensure visibility and support from agency heads.

GSAEEOC and GSAFEA collaborate in other successful ventures as well, such as co-sponsored training, the annual awards banquet, support of the telethon for the relief of victims of the Mexican earthquake, working with the mayor's "Target 90" task force organized to plan for the developmental needs of San Antonio in the year 2000, and other city initiatives.

Employee Recognition: The highlight of each year is the annual awards banquet. Since 1978, the banquet has honored outstanding federal employees in all areas of civil service. During the year there are several recognition award programs provided by the military community, but the employee recognition sponsored by GSAFEA is the only program in which civil servants in all agencies, civilian and military, have the opportunity to compete with each other on an equal basis.

Each nomination is written and submitted by the employee's supervisor and screened by a panel of judges chosen from community leaders (Tab D). Competing in seven categories, covering all grades and pay schedules in both supervisory and non-supervisory positions, the three finalists in each category are chosen and are GSAFEA's guests at the awards banquet. The winners are presented with a plaque and the runners-up receive certificates of appreciation. GSAEEOC also presents its awards for outstanding achievements in EEO at the banquet. This event annually attracts over 275 participants and the proceeds are utilized to support the Community Scholarship Fund.

Community Scholarship Fund: Probably the most socially rewarding function of GSAFEA is the provision of scholarship grants to deserving high school students. The amount of grants depends entirely on the success of the training and general programs and the awards banquet. Originally, in 1980, the scholarship went to a deserving student planning to major in public administration. Since 1984, the funds have been divided between two local high school districts with programs emphasizing high technology. One of these school districts is the poorest in the area. The scholarship presentations at the annual awards banquet brings GSAFEA back full circle - support of federal agencies through support of the local community.

By any statistical comparison, the Combined Federal Campaign (CFC) conducted in San Antonio is the most successful in the nation. The per capita donation, the average gift, and the percent participation are not exceeded by any other city (Tab E). Therefore, no change in the administration or conduct of the San Antonio CFC is envisaged with the establishment of the Alamo Federal Executive Board.

As can be noted from the table at Tab F, if San Antonio had an FEB today, it would rank 8th in city population, or in the top 30%, of all existing FEBs. More importantly, on the basis of the federal civilian employee population, San Antonio would rank 4th, or in the top 15%, of all existing FEBs. This comparison, however, does not take into consideration the federal military presence. Of the top six FEBs, only San Antonio has an active duty military population exceeding 3,000. When the 39,300 military servicemen are added to the 35,600 federal civilian employees, San Antonio has a total federal population of 74,900. Excluding the national capital area, this is the largest concentration of federal employees in any metropolitan center of the United States. In addition, the list of federal departments, agencies, and commissions at Tab G clearly illustrates the wide diversity of federal representation in San Antonio.

Letters supporting this petition from the following community leaders are attached at the indicated tabs:

Tab H - Honorable William P. Clements, Jr., Governor, State of Texas

Tab I - Honorable Lloyd Bentsen, United States Senator

Tab J - Mr. J. G. Schraer, Field Division General Manager Postmaster

Tab K - Lieutenant General Robert C. Oaks, Commander, Air Training Command

The establishment of the Alamo Federal Executive Board will bring extensive benefits to our local federal operations and enhance the cooperation and effectiveness with our state and municipal counterparts. On behalf of all the members of the San Antonio Federal Executive Association, thank you for your kind consideration of this petition which, I trust, will be examined favorably.

Sincerely,

**SIGNED**

Angelo de Guttadauro  
Colonel, U.S. Army  
Senior U.S. Army Reserve Adviser  
Headquarters, Fifth U.S. Army  
Fort Sam Houston, Texas 78234-7000



United States Department of the Interior  
BUREAU OF RECLAMATION  
Great Plains Region  
OKLAHOMA-TEXAS PROJECTS OFFICE  
200 N.W. 5th, Room 922A  
Oklahoma City, Oklahoma 73102



IN REPLY  
REFER TO:

OK-100

June 28, 1990

Chairman  
Federal Executive Council  
FAA Aeronautical Center  
6500 S. MacArthur Blvd  
Oklahoma City, Oklahoma

Subject: New Office Address (Relocation)

Effective July 9, 1990, our new address will be:

Project Manager  
Bureau of Reclamation  
Oklahoma-Texas Projects Office  
420 West Main Street, Suite 630  
Oklahoma City, Oklahoma 73102

The telephone numbers will remain the same:

Commercial: (405) 231-4515  
FTS: 736-4515  
Fax: (405) 231-5580 or  
FTS 736-5580

Sincerely,

Gerald L. Wright  
Project Manager

*Changes made  
7/17/90  
by  
Leslie Jones-Lara  
(AAG66) asked  
to make changes  
to mailing  
list 7/17/90.*

RECEIVED  
JUL 16 12 37 '90  
OFFICE OF THE DIRECTOR  
AERONAUTICAL CENTER



BRIEFING NOTE TO AAC-1

APR 27 1990

THRU: AAC-9 *DB*

SUBJECT: Meeting with Mr. Jess Davis, OPM

On April 18, 1990, I received a call from Jess Davis, Office of Personnel Management. He called to introduce himself and ask my assistance in locating Hispanic candidates for an opening with the Social Security Administration.

We briefly discussed the Hispanic Employment Program activities at the Aeronautical Center. Mr. Davis expressed excitement about the career fair we have planned for May 12th and asked me to think about how he (OPM) could assist us. He also asked if I would consider giving a briefing to the Federal Executive Council.

Mr. Davis came by my name through his supervisor, Mr. Ed Vela. Mr. Vela was a guest speaker at the NHCFAE conference in San Antonio in 1988. We sat next to each other at the head table. I had presented Mr. Vela with my personal coalition pin. Mr. Vela mailed me a thank you letter and suggested I meet with Mr. Davis. A copy of the letter was mailed to Mr. Davis. I chose not to contact Mr. Davis until the direction of the Hispanic Employment Program had made some changes. When searching for local contacts in the Hispanic community, Mr. Davis remembered my name.

A meeting was held with Mr. Davis, his secretary, Dave Bonnick and myself on April 25, 1990. Items discussed included the career fair, contacts within the Hispanic community, our Hispanic Employment Program and the formation and status of the HEPM interagency council.

Mr. Davis expressed an interest in the council and asked for my input of what direction I would like to see the council take. I explained I had received little input on career opportunities from the other agencies. I felt this was hindering my efforts in keeping the Aeronautical Center employees informed and assisting applicants on employment opportunities.

Mr. Davis suggested I reconvene the council members and discuss the advantages and disadvantages of approaching the Federal Executive Council for their support in our efforts. The Hispanic community in Oklahoma is fast growing. There is a great need for ensuring consistent information on employment reaches these individuals. I agreed to call a meeting of the council for sometime during the first two weeks of June. An invitation will be extended to yourself and Mr. Davis to attend.

*Monica*  
Monica Corona Burton

Hispanic Employment Program Manager, AAC-9, x5536